City of Burleson
Stormwater Management Program

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SECTION I – DEFINITIONS

Arid Areas – Areas with an average annual rainfall of less than ten (10) inches.

Best Management Practices (BMPs) – Schedule of activities, prohibitions of practices, maintenance procedures, and other management practices to prevent or reduce the pollution of "waters of the United States." BMPs also include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw material storage.

Catch Basins – Storm drain inlets and curb inlets to the storm drain system. Catch basins typically include a grate or curb inlet that may accumulate sediment, debris, and other pollutants.

Classified Segment – Refers to a water body that is listed and described in Appendix C of the Texas Surface Water Quality Standards, at 30 TAC § 307.10.

Clean Water Act (CWA) – The Federal Water Pollution Control Act or Federal Water Pollution Control Act Amendments of 1972, Pub. L. 92-500, as amended Pub. L. 95-217, Pub. L. 95-576, Pub. L. 96-483 and Pub. L. 97-117, 33 U.S.C. 1251 et.seq.

Common Plan of Development or Sale – A construction activity that is completed in separate stages, separate phases, or in combination with other construction activities. A common plan of development or sale is identified by the documentation for the construction project that identifies the scope of the project, and may include plats, blueprints, marketing plans, contracts, building permits, a public notice or hearing, zoning requests, or other similar documentation and activities.

Construction Activity – Soil disturbance, including clearing, grading, and excavating; and not including routine maintenance that is performed to maintain the original line and grade, hydraulic capacity, or original purpose of the site (e.g., the routine grading of existing dirt roads, asphalt overlays of existing roads, the routine clearing of existing right-of-ways, and similar maintenance activities). Regulated construction activity is defined in terms of small and large construction activity.

Small construction Activity is construction activity that results in land disturbance of equal to or greater than one (1) acre and less than five (5) acres of land. Small construction activity also includes the disturbance of less than one (1) acre of total land area that is part of a larger common plan of development or sale if the larger common plan will ultimately disturb equal to or greater than one (1) and less than five (5) acres of land.

Large Construction Activity is construction activity that results in land disturbance of equal to or greater than five (5) acres of land. Large construction activity also includes the disturbance of less than five (5) acres of total land area that is part of a larger common development or sale if the larger common plan will ultimately disturb equal to or greater than five (5) acres of land.

Construction Site Operator – The MS4 operator associated with a construction project that meets either of the following two criteria:

(a) The person or persons that have operational control over construction plans and specifications (including approval of revisions) to the extent necessary to meet the requirements and conditions of this general permit; or

(b) The person or persons that have day-to-day operational control of those activities at a project which are necessary to ensure compliance with a stormwater pollution prevention plan for the site or other permit conditions (e.g. they are authorized to direct workers at a site to carry out activities required by the Stormwater Pollution Prevention Plan or comply with other permit conditions).

Control Measure – Any BMP or other method used to prevent or reduce the discharge of pollutants to water in the state.

Conveyance – Curbs, gutters, man-made channels and ditches, drains, pipes, and other constructed features designed or used for flood control or to otherwise transport stormwater runoff.

Discharge – When used without a qualifier, refers to the discharge of stormwater runoff or certain non-stormwater discharges as allowed under the authorization of the General Permit.

Edwards Aquifer – As defined in 30 TAC §213.3 (relating to the Edwards Aquifer), that portion of an accurate belt of porous, water-bearing, predominantly carbonate rocks known as the Edwards and Associated Limestones in the Balcones Fault Zone trending from west to east to northeast in Kinney, Uvalde, Medina, Bexar, Comal, Hays, Travis, and Williamson Counties; and composed of the Salmon Peak Limestone, McKnight Formation, West Nueces Formation, Devil's River Limestone, Person Formation, Kainer Formation, Edwards Formation, and Georgetown Formation. The permeable aquifer units generally overlie the less-permeable Glen Rose Formation to the south, overlie the less-permeable Comanche Peak and Walnut Formations north of the Colorado River, and underlie the less-permeable Del Rio Clay regionally.

Edwards Aquifer Recharge Zone – Generally, that area where the stratigraphic units constituting the Edwards Aquifer crop out, including the outcrops of other geologic formations in proximity to the Edwards Aquifer, where caves, sinkholes, faults, fractures, or other permeable features would create a potential for recharge of surface waters into the Edwards Aquifer The recharge zone is identified as that area designated as such on official maps located in the offices of the TCEQ or the TCEQ website.

Final Stabilization – A construction site status where either of the following conditions are met:

(a) All soil disturbing activities at the site have been completed and a uniform (e.g., evenly distributed, without large bare areas) perennial vegetative cover with a density of 70% of the native background vegetative cover for the area has been established on all unpaved areas and areas not covered by permanent structures, or equivalent permanent stabilization measures (such as the use of riprap, gabions, or geotextiles) have been employed.

(b) For individual lots in a residential construction site by either:

a. The homebuilder completing final stabilization as specified in condition (a) above; or

b. The homebuilder establishing temporary stabilization for an individual lot prior to the time of transfer of the ownership of the home to the buyer and after informing the homeowner of the need for, and benefits of, final stabilization.

(c) For construction projects on land used for agricultural purposes (e.g. pipelines across crop or range land), final stabilization may be accomplished by returning the disturbed land to its preconstruction agricultural use. Areas disturbed that were not previously used for agricultural activities, such as buffer strips immediately adjacent to a surface water and areas that are not being returned to their preconstruction agricultural use must meet the final stabilization conditions of condition (a) above.

General Permit – A permit issued to authorize the discharge of waste into or adjacent to water in the state for one or more categories of waste discharge within a geographical area of the state or the entire state as provided by Texas Water Code (TWC) §26.040.

Ground Water Infiltration – For the purposes of this permit, groundwater that enters a municipal separate storm sewer system (including sewer service connections and foundation drains) through such means as defective pipes, pipe joints, connections, or manholes.

High Priority Facilities – High priority facilities are facilities with a high potential to generate stormwater pollutants. These facilities must include, at a minimum, the MS4 operator's maintenance yards, hazardous waste facilities, fuel storage locations, and other facilities where chemicals or other materials have a high potential to be discharged in stormwater. Among the factors that must be considered when giving a facility a high priority ranking are: the amount of urban pollutants stored at the site, the identification of improperly stored materials, activities that must not be performed outside (for example, changing automotive fluids, vehicle washing), proximity to waterbodies, proximity to sensitive aquifer recharge features, poor housekeeping practices, and discharge of pollutant(s) of concern to impaired water(s).

Hyperchlorinated Water – Water resulting from hyperchlorination of waterlines or vessels, with a chlorine concentration greater than 10 milligrams per liter (mg/L).

Illicit connection – Any man-made conveyance connection an illicit discharge directly to a municipal separate storm sewer.

Illicit Discharges – Any discharge to a municipal separate storm sewer that is not composed entirely of stormwater except discharges pursuant to a NPDES permit (other than the municipal separate storm sewer) and discharges resulting from fire fighting activities.

Impaired Water – A surface water body that is identified on the latest approved CWA §303(d) List as not meeting applicable state water quality standards. Impaired waters include waters with approved or established total maximum daily loads (TMDL's), and those where a TMDL has been proposed by TCEQ but has not yet been approved or established.

Indian Country – Defined in 18 USC Section 1151, means (a) all land within the limits of any Indian reservation under the jurisdiction of the United States Government, notwithstanding the issuance of any patent, and including rights-of-way running through the reservation; (b) all dependent Indian communities within the borders of the United States whether within the original or subsequently acquired territory thereof, and whether within or without the limits of a state, and (c) all Indian allotments, the Indian titles to which have not been extinguished, including rights-of-way running through the same. This definition includes all land held in trust for an Indian tribe.

Indicator Pollutant – An easily measured pollutant, that may or may not impact water quality that indicates the presence of other stormwater pollutants.

Industrial Activities – Manufacturing, processing, material storage, and waste material disposal areas (and similar areas where stormwater can contact industrial pollutants related to the industrial activity) at an industrial facility described by the TPDES Multi Sector General Permit, TXR050000, or by another TCEQ or TPDES permit.

Maximum Extent Practicable (MEP) – The technology-based discharge standard for municipal separate storm sewer systems (MS4s) to reduce pollutants in stormwater discharges that was established by CWA § 402(p). A discussion of MEP as it applies to small MS4s is found at 40 CFR 122.34.

MS4 Operator – For the purpose of the General Permit, the public entity, and/or the entity contracted by the public entity, responsible for management and operation of the small municipal separate storm sewer system that is subject to the terms of the General Permit.

Municipal Separate Storm Sewer System (MS4) – A conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains):

(a) Owned or operated by the U. S., a state, city, town, borough, county, parish, district, association, or other public body (created by or pursuant to state law) having jurisdiction over the disposal of sewage, industrial wastes, stormwater, or other wastes, including special districts under state law such as a sewer district, flood control district or drainage district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management agency under the CWA §208 that discharges to surface water in the state;

(b) That is designed or used for collecting or conveying stormwater;

(c) That is not a combined sewer; and

(d) That is not part of a publicly owned treatment works (POTW) as defined in 40 CFR §122.2.

Non-traditional Small MS4 – A small MS4 that often cannot pass ordinances and may not have the enforcement authority like a traditional small MS4 would have to enforce the stormwater management program. Examples of non-traditional small MS4s include counties, transportation authorities (including the Texas Department of Transportation), municipal utility districts, drainage districts, military bases, prisons and universities.

Notice of Change (NOC) – Written notification from the permittee to the TCEQ's executive director providing changes to information that was previously provided to the agency in a notice of intent.

Notice of Intent (NOI) – A written submission to the TCEQ's executive director from an applicant requesting coverage under the General Permit.

Notice of Termination (NOT) – A written submission to the TCEQ's executive director from a permittee authorized under the General Permit requesting termination of coverage under the General Permit.

Outfall – For the purpose of the General Permit, a point source at the point where a municipal separate storm sewer discharges to waters of the United States (U.S.) and does not include open conveyances connecting two municipal separate storm sewers, or pipes, tunnels, or other conveyances that connect segments of the same stream or other water of the U.S. and are used to convey waters of the U.S.

Permittee – The MS4 operator authorized under the General Permit.

Point Source – (from 40 CFR § 122.22) Any discernible, confined, and discrete conveyance, including but not limited to, any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, container, rolling stock, concentrated animal feeding operation, landfill leachate collection system, vessel or other floating craft from which pollutants are or may be discharged. This term does not include return flows from irrigated agriculture or agricultural stormwater runoff.

Pollutant(s) of Concern – Include biochemical oxygen demand (BOD), sediment or a parameter that addresses sediment (such as total suspended solids, turbidity or siltation), pathogens, oil and grease, and any pollutant that has been identified as a cause of impairment of any water body that will receive a discharge from an MS4. (Definition from 40 CFR § 122.32(e)(3)).

Redevelopment – Alterations of a property that changes the "footprint" of a site or building in such a way that there is a disturbance of equal to greater than 1 acre of land. This term does not include such activities as exterior remodeling.

Semiarid Areas – Areas with an average annual rainfall of at least ten(10) inches, but less than 20 inches.

Small Municipal Separate Storm Sewer System (MS4) – A conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains):

(a) Owned or operated by the United States, a state, City, town, borough, county, district, association, or other public body (created by or pursuant to State law) having jurisdiction over disposal of sewage, industrial wastes, stormwater, or other wastes, including special districts under State law such as a sewer district, flood control district or drainage district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management agency under Section 208 of the CWA;

(b) Designed or used for collecting or conveying stormwater;

(c) Which is not a combined sewer;

(d) Which is not part of a publicly owned treatment works (POTW) as defined at 40 CFR Section 122.2;

(e) Which was not previously authorized under a NPDES or TPDES individual permit as a medium or large municipal separate storm sewer system, as defined at 40 CFR §§ 122.26(b)(4) and (b)(7).

This term includes systems similar to separate storm sewer systems at military bases, large hospital or prison complexes, and highways and other thoroughfares. This term does not include separate storm sewers in very discrete areas, such as individual buildings. For the purpose the General Permit, a very discrete system also includes storm drains associated with certain municipal offices and education facilities serving a nonresidential population, where those storm drains do not function as a system, and where the buildings are not physically interconnected to an MS4 that is also operated by that public entity.

Stormwater and Stormwater Runoff – Rainfall runoff, snow melt runoff, and surface runoff and drainage.

Stormwater Associated with Construction Activity – Stormwater runoff from an area where there is either a large construction activity or a small construction activity.

Stormwater Management Program (SWMP) – A comprehensive program to manage the quality of stormwater discharged from the municipal separate storm sewer system.

Structural Control (or Practice) – A pollution prevention practice that requires the construction of a device, or the use of a device to capture or prevent pollution in stormwater runoff. Structural controls and practices may include but are not limited to: wet ponds, bioretention, infiltration basins, stormwater wetlands, silt fences, earthen dikes, drainage swales, vegetative lined ditches, vegetative filter strips, sediment traps, check dams, subsurface drains, storm drain inlet protection, rock outlet protection, reinforced soil retaining systems, gabions, and temporary or permanent sediment basins.

Surface Water in the State – Lakes, bays, ponds, impounding reservoirs, springs, rivers, streams, creeks, estuaries, wetlands, marshes, inlets, canals, the Gulf of Mexico inside the territorial limits of the state (from the mean high water mark (MHWM) out 10.36 miles into the Gulf), and all other bodies of surface water, natural or artificial,

inland or coastal, fresh or salt, navigable or non-navigable, and including the beds and banks of all water-courses and bodies of surface water, that are wholly or partially inside or bordering the state or subject to the jurisdiction of the state; except that waters in treatment systems which are authorized by state or federal law, regulation, or permit, and which are created for the purpose of waste treatment are not considered to be water in the state.

Total Maximum Daily Load (TMDL) – The total amount of a substance that a water body can assimilate and still meet Texas Surface Water Quality Standards.
Traditional Small MS4 – A small MS4 that can pass ordinances and have the enforcement authority to enforce the stormwater management program. An example of traditional MS4s includes cities.

Urbanized Area (UA) – An area of high population density that may include multiple MS4s as defined and used by the U.S. Census Bureau in the 1990 and 2000 decennial census.

Waters of the United States – (from 40 CFR § 122.2) Water of the United States or waters of the U.S. means:

(a) All waters which are currently used, were used in the past, or may be susceptible to use in interstate or foreign commerce, including all waters which are subject to ebb and flow of the tide;

(b) All interstate waters, including interstate wetlands;

(c) All other waters such as intrastate lakes, rivers, streams (including intermittent streams), mudflats, sandflats, wetlands, sloughs, prairie potholes, wet meadows, plays lakes, or natural ponds that the use, degradation, or destruction of which would affect or could affect interstate or foreign commerce including any such waters:

(1) Which are or could be used by interstate or foreign travelers for recreational or other purposes;

(2) From which fish or shellfish are or could be taken and sold in interstate or foreign commerce; or

(3) Which are used or could be used for industrial purposes by industries in interstate commerce;

(d) All impoundments of waters otherwise defined as waters of the United States under this definition;

(e) Tributaries of waters identified in paragraphs (a) through (d) of this definition;

(f) The territorial sea; and

(g) Wetlands adjacent to waters (other than waters that are themselves wetlands) identified in paragraphs (a) through (f) of this definition.

Waste treatment systems, including treatment ponds or lagoons designed to meet the requirements of CWA (other than cooling ponds as defined in 40 CFR § 423.11(m) which also meet the criteria of this definition) are not waters of the United States. This exclusion applies only to manmade bodies of water which neither were originally created in water of the United States (such as disposal area in wetlands) nor resulted from the impoundment of waters of the United States. Waters of the United States does not include prior converted cropland. Notwithstanding the determination of an area's status as prior converted cropland by any other federal agency, for the purposes of the Clean Water Act, the final authority regarding Clean Water Act jurisdiction remains with EPA.

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SECTION II – INTRODUCTION

FEDERAL REGULATIONS

For over three decades, the United States has set out to improve the environmental quality of the nation's waters. This effort began in 1970 when the United States Environmental Protection Agency (USEPA) was formed. One of the most prominent issues facing the USEPA was to reduce pollutant discharges to streams. By December 1970, the Refuse Act Permit Program was mandated to control water pollution, but was promptly struck down by the Federal District Court of Ohio (Kalur vs. Resor). An improved permit program was mandated in 1972 by the Federal Water Pollution Control Act (FWPCA) Amendments. Title IV of the FWPCA Amendments established the National Pollutant Discharge Elimination System (NPDES).

The first NPDES permits regulated direct discharges from non-municipal industrial facilities and stated that the discharge of pollutants to waters of the United States from any point source (such as a sewage treatment plant or industrial facility) was effectively prohibited, unless that discharge was in compliance with a National Pollutant Discharge Elimination (NPDES) permit. In 1977, the FWPCA was amended again. This revision, formally known as the Clean Water Act (CWA), established discharge limits for 65 priority pollutants and extended permit requirements to municipal wastewater treatment facilities.

After the passage of the CWA, it soon became evident that there were more sources of water pollution than industries and wastewater treatment facilities. The USEPA conducted studies and complied information into the National Urban Runoff Program (NURP), a comprehensive document that linked water quality problems to stormwater runoff from non-point sources (such as agricultural and urban areas). As a result of the findings by the NURP, the Water Quality Act of 1987 amended Section 402(p) of the Clean Water Act. The amendments to Section 402(p) of the Clean Water Act further expanded the NPDES program to include non-point source discharges, such as stormwater runoff.

The permitting of stormwater discharges was to be implemented in two phases. Phase I, promulgated in 1990, required NPDES permits from stormwater discharges from certain industrial categories, large construction sites (more than five acres of land disturbance), and storm sewer systems of medium and large municipalities (populations exceeding 100,000). Phase II, published in 1999, increased the regulated industrial categories and required permitting of small construction sites (between one and five acres of disturbance) and storm sewer systems of small municipalities (populations exceeding 10,000).

PHASE II STORMWATER REGULATIONS

The Texas Commission on Environmental Quality (TCEQ) is responsible for implementing a comprehensive program to enforce Phase I and Phase II elements of the NPDES program on a state level. Under Phase II, a Municipal Separate Storm Sewer System (MS4) that is fully or partially located within an urbanized area, as determined by the 2000 or 2010 Decennial Census by the U.S. Bureau of Census, an MS4 that is designated by TCEQ as having a significant impact on water quality, or any

previously permitted Small MS4s, must obtain a Texas Pollutant Discharge Elimination System (TPDES) Municipal Separate Storm Sewer Systems (MS4s) permit and prepare a Stormwater Management Program (SWMP).

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SECTION III – STORMWATER MANAGEMENT PROGRAM

PURPOSE AND SCOPE

The City of Burleson has developed this stormwater management plan (SWMP) in accordance with the requirements of the Texas Pollutant Discharge Elimination System (TPDES) General Permit No. TXR040000.

This stormwater management program (SWMP) has been developed to prevent pollution in storm drainage systems to the maximum extent practicable, with control measures being phased in during the 5 year permit term. Existing stormwater programs and activities were supplemented with new best management practices to fulfill the requirements of each of the five minimum control measures (MCMs) including:

- Public education, outreach and involvement;
- Illicit discharge detection and elimination;
- Construction site stormwater runoff control;
- Post-construction stormwater management in new development and redevelopment; and
- Pollution prevention / good housekeeping for municipal operations

PROGRAM DEVELOPMENT

Since the Phase II stormwater permits are different from most other environmental permits in that they do not have a set numeric value for water quality, standardized forms or procedures, there is a great deal of leeway in developing a stormwater management program. The most important consideration is to develop a program that is effective and comprehensive enough to fulfill the minimum requirements for Phase II stormwater regulations. It is important to identify and solve real water quality problems in an efficient cost effective manner. Because the city has already developed a Stormwater Management Plan during the last permit cycle, it is necessary to evaluate the effectiveness of each BMP. Past experience and new ideas will help develop a logical and rational stormwater management program. In order to develop the City of Burleson's stormwater management program, the following steps were taken:

Step I: Evaluate Effectiveness

According to the 2007 TPDES General Permit requirements, the City of Burleson is partially located within an urbanized area, as determined by the 2000 Decennial Census by the U.S. Bureau of Census; the City was responsible for obtaining coverage under the permit and developing a SWMP. The City of Burleson's SWMP covered those areas incorporated in the City. For the new TPDES permit, issued on December 13th 2013, the SWMP must be evaluated for effectiveness. By determining what worked, and what did not work the City of Burleson can maximize the effectiveness, and cost savings of the program. The purpose is to achieve the maximum positive effect on water quality per dollar spent.

Step II: Modify Stormwater Pollution Prevention Team (SWPPT)

A Stormwater Pollution Prevention Team (SWPPT), consisting of designated personnel at the City, was organized to help identify existing information or activities, management programs, fiscal resources, and associated elements regarding stormwater discharges useful in developing the SWMP. Staffing and permit changes require that the team is modified to meet the needs of the City of Burleson in proper implementation of the new permit. The new SWPPT member list can be found in *Attachment A*.

Step III: Assess Non-Stormwater Discharges

In accordance with the requirements of the General Permit, the following non-stormwater discharges were assessed by the members of the SWPPT in order to determine whether they are known to be significant contributors of pollutants to the City's water bodies:

(a) Water line flushing (excluding discharges of hyperchlorinated water, unless the water is first dechlorinated and discharges are not expected to adversely affect aquatic life);
(b) Runoff or return flow from landscape and irrigation, lawn irrigation, and other irrigation utilizing potable water, groundwater, or surface water sources;
(c) Discharges from potable water sources that do not violate Texas Surface Water Quality Standards;
(d) diverted stream flows;
(e) Rising ground waters and springs;
(f) Uncontaminated ground water infiltration;
(g) Uncontaminated pumped ground water;
(h) Foundation and footing drains;
(i) Air conditioning condensation;
(j) Water from crawl space pumps;
(k) Individual residential vehicle washing;
(l) Flows from wetlands and riparian habitats;
(m) Dechlorinated swimming pool discharges that do not violate Texas Surface Water Quality Standards;
(n) Street wash water excluding street sweeper waste water;
(o) Discharges or flows from fire fighting activities (fire-fighting activities do not include washing of trucks, run-off water from training activities, test water from fire suppression systems, and similar activities);
(p) Other allowable non-stormwater discharges listed in 40 CFR § 122.26(d)(2)(iv)(B)(1);
(q) Non-stormwater discharges that are specifically listed in the TPDES Multi Sector General Permit (MSGP) TXR050000 or TPDES Construction General Permit (CGP) TXR150000;
(r) Discharges that are authorized by a TPDES or NPDES permit or that are not required to be permitted; and
(s) Other similar occasional incidental non-stormwater discharges such as spray park water, unless the TCEQ develops permits or regulations addressing these discharges.

Non-stormwater discharges from the list above were discussed by members of the SWPPT to ascertain if any known, significant, water quality impacts were created as a result of the discharges. There are no known adverse impacts to the City's water quality from the above listed discharges.

Step IV: Select Best Management Practices (BMPs)

The members of the SWPPT selected various BMPs to meet the requirements of the five minimum control measures based on effectiveness, cost/benefit, and permit requirements. Measurable goals and a schedule of implementation were developed for each BMP.

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MENU OF BMPS

In accordance with TPDES General Permit requirements, the City of Burleson's SWMP addresses each of the following five minimum control measures (MCMs):

- Public education, outreach, and involvement;
- Illicit discharge detection and elimination;
- Construction site stormwater runoff control;
- Post-construction stormwater management in new development and redevelopment; and
- Pollution prevention / good housekeeping for municipal operations.

The requirements for each MCM have been fulfilled with the development and maintenance of various best management practices (BMPs). Measurable goals and a schedule of their implementation have been developed for each BMP. The BMPs, their measurable goals, and corresponding implementation schedules can be found in the following pages.

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1 – Public Education, Outreach, and Involvement

State requirements:

(a) A public education, outreach, and involvement program must be developed and implemented to distribute educational materials, and elicit involvement in the community for protection of the MS4 and waterways. MS4 operators may conduct equivalent outreach activities that will be used to inform the public. The MS4 operator may determine the most appropriate sections of the population at which to direct the program. The outreach must inform the public about the impacts pollution in stormwater run-off can have on water quality, hazards associated with illegal discharges and improper disposal of waste, and steps that they can take to reduce pollutants in stormwater runoff.

(b) The MS4 operator must document activities conducted and materials used to fulfill this control measure. Documentation shall be detailed enough to demonstrate the amount of resources used to address each activity. This documentation shall be retained in the annual reports required by this general permit.

Federal requirements (40 CFR 122.34 (b) (1) (i)):

Implement a public education, outreach and involvement program to distribute educational materials to the community of contact, equivalent outreach activities about the impacts of stormwater discharges on water bodies and the steps the public can take to get involved to reduce pollutants in stormwater runoff.

Goals and objectives

The BMP's in this section are designed to educate and involve public employees, business, and the general public about hazards associated with the illegal discharges and improper disposal of waste and about the impacts stormwater can have on water quality, and steps they can take to reduce pollutants in stormwater. The BMP's target audiences are business, residents, visitors, and elected officials. The City of Burleson places a high priority on educating the public on, and reducing the amount of bacteria entering the MS4.

Burleson TEXAS	UTILITY BILL INSERT	PEI-1
Responsible Party Environmental Services Utility Customer Service	**Description** Include educational flyers with information relating to stormwater issues and/or public participation opportunities in utility bills. For residents who do not receive a utility bill from the City, the same information will be posted on the City's web page.	
	Rationale All residents who receive City water services, and some residents who receive City trash collection, receive a utility bill from the City each month. Because they are distributed to the majority of the residential and commercial population, utility bill inserts are commonly used to inform the public about issues affecting the City of Burleson.	
YEAR	**MEASURABLE GOAL**	
1-5 **July**	• Include one educational flyer as a utility bill insert each year. • Post the educational flyer on the City's web page.	

Burleson TEXAS	**CITY FOCUS NEWSLETTER**	**PEI-2**
Responsible Party Environmental Services Communications	**Description** Include articles relating to stormwater issues in the *City Focus* newsletter. The *City Focus* newsletter is produced by the City of Burleson monthly and mailed to City utility customers. This 2-page newsletter contains information about City services, community events, and Burleson's local government. Each issue produced is accessible on the City's web page.	
	Rationale Including articles relating to stormwater issues in the *City Focus* newsletter is an effective way to educate the Burleson residents, businesses, and commercial and industrial facilities on those issues.	
YEAR	**MEASURABLE GOAL**	
1-5 January/August	• Include two (2) articles in the *City Focus* newsletter.	

	BURLESON PARKS AND RECREATION COMMUNITY GUIDE	**PEI-3**
Responsible Party Environmental Services Parks and Recreation	**Description** Include articles relating to stormwater issues in the *Burleson Parks and Recreation Community Guide*. The *Burleson Parks and Recreation Community Guide* is a community newsletter produced by the City of Burleson two (2) times annually. This magazine-style newsletter contains information about community activities as they relate to Parks and Recreation, the Public Library, and the Senior Activity Center.	
	Rationale The *Burleson Parks and Recreation Community Guide* is mailed to everyone in the Burleson community. The current issue of the guide is accessible on the City's web page. Therefore, including articles relating to stormwater issues in the *Burleson Parks and Recreation Community Guide* is an effective way to educate the Burleson community on those issues.	
YEAR	**MEASURABLE GOAL**	
1-5 **By October**	• Include one (1) article per year in the *Burleson Parks and Recreation Community Guide*.	

Burleson TEXAS	**STORMWATER WEB PAGE**	**PEI-4**
Responsible Party Environmental Services Informational Services	**Description** Maintain the stormwater web page on the City's website. The stormwater web page includes information on stormwater related issues and/or public participation opportunities.	
	Rationale The Internet is a worldwide, publicly accessible network of interconnected computer networks. Utilizing such technology for outreach can be an effective educational tool. The City of Burleson maintains a web site to keep the Burleson community informed about municipal services and community events. The web address is www.burlesontx.com. This web page can also be linked directly to the City of Burleson's intranet site for an additional port of access by City employees for their training and information.	
YEAR	**MEASURABLE GOAL**	
1-5 **Sept-Oct**	• Document the number of visits to the stormwater web page. • Update and modify as needed.	

Burleson TEXAS	SOCIAL MEDIA ACCESS AND UTILIZATION	PEI-5
Responsible Party Environmental Services Informational Services	**Description** Disseminate information relating to stormwater issues and/or public participation opportunities on the City's social media sites.	
	Rationale Social Media has become a useful tool in disseminating information to the public. Social media does not have borders and offers potentially limitless access to all members of the community and visitors.	
YEAR	**MEASURABLE GOAL**	
1-5 **Sept-Oct**	• Have 15 stormwater related posts.	

Burleson TEXAS	PUBLIC REFERENCE	PEI-6
Responsible Party Environmental Services Library	**Description** Make educational materials on issues relating to stormwater available for reference and/or check-out at the City's public library. Materials to be provided may include copies of materials used for other BMPs and/or other stormwater educational materials, as deemed appropriate.	
	Rationale The City of Burleson operates a public library for the collection of and public access to literary documents and information resources. Providing materials on stormwater issues for reference and/or check-out at the library is an effective way to educate the Burleson community.	
YEAR	**MEASURABLE GOAL**	
1-5 **Sept-Oct**	• Maintain a list of educational materials made available at the City's public library.	

Burleson TEXAS	**SPECIAL EVENTS**	**PEI-7**
Responsible Party Environmental Services Parks and Recreation	**Description** Distribute educational material on stormwater issues and/or public participation opportunities during special events including, but not limited to, community festivals.	
	Rationale Distributing educational materials on stormwater issues during special events is an effective way to educate the Burleson community on stormwater issues.	
YEAR	**MEASURABLE GOAL**	
1-5 **Sept-Oct**	• Maintain a list of the special events where educational material is distributed.	

Burleson TEXAS	**ELECTED OFFICIAL EDUCATION**	**PEI-8**
Responsible Party Environmental Services	**Description** Provide City council with annual updates on the City's stormwater management program.	
	Rationale The City of Burleson operates under a Council-Manager form of government. The City council is the governing legislative body; its members are the community's decision makers. City Council sets policies, approves budgets, determines tax rates, and passes ordinances and resolutions to govern the City. Therefore, it is important that City staff provide the council with updates on the City's stormwater management program.	
YEAR	**MEASURABLE GOAL**	
1-5 **Sept-Oct**	• Document when City council is provided with updates.	

Burleson TEXAS	BUSINESS EDUCATION	PEI-9
Responsible Party Environmental Services	**Description** Each year, select a business category that may be most directly impacted by the SWMP, including commercial and industrial facilities, and distribute educational material and/or information on stormwater issues to them.	
	Rationale Many commercial activities contribute to stormwater pollution (such as vehicle washing, landscape fertilization, and improper hazardous waste disposal). Therefore, it is important to address commercial activities specifically in an outreach strategy.	
YEAR	**MEASURABLE GOAL**	
1-5 **Sept-Oct**	• Maintain a list of businesses to which educational materials were distributed.	

Burleson TEXAS	**PRESENTATIONS**	**PEI-10**
Responsible Party Environmental Services	**Description** Provide presentations on stormwater impacts upon request and as time allows.	
	Rationale Presentations play an integral role in any stormwater pollution outreach program. Providing stormwater education through schools, community groups, etc. conveys the message not only to those who attend, but to our entire community.	
YEAR	**MEASURABLE GOAL**	
1-5 **Sept-Oct**	• Maintain a list of presentations.	

Burleson TEXAS	**CONTRACTOR EDUCATION**	**PEI-11**
Responsible Party Environmental Services Engineering	**Description** Provide educational materials to construction site contractors on stormwater issues and/or on the City's stormwater management program, especially as it relates to construction site stormwater runoff control and post-construction stormwater management in new development and redevelopment.	
	Rationale One of the most important factors determining whether erosion and sediment control BMPs are properly installed and maintained is the knowledge and experience of the on-site contractor who is implementing and inspecting the BMPs. By providing contractors with educational materials on the City's SWMP, the City can help improve compliance with erosion and sediment control programs, thereby helping to decrease the overall inspection burden.	
YEAR	**MEASURABLE GOAL**	
1-5 **Sept-Oct**	• Document number and type of materials made available to contractors.	

Burleson TEXAS	PRINTED MATERIAL	PEI-12
Responsible Party Environmental Services	**Description** Make printed materials about stormwater issues available at designated City facilities. Printed materials may include, but are not limited to, educational displays, brochures, and booklets.	
	Rationale Printed materials are commonly used to inform the public about stormwater issues. They can be easily exhibited and distributed. Making printed materials about stormwater issues available at designated City facilities is an effective way to educate the public.	
YEAR	**MEASURABLE GOAL**	
1-5 **Sept-Oct**	• Document number and type of materials distributed to designated facilities.	

Burleson TEXAS	**PUBLIC EDUCATION TASK FORCE**	**PEI-13**
Responsible Party Environmental Services	**Description** Participate in the North Central Texas Council of Government's (NCTCOG) Stormwater Public Education Task Force (PETF) throughout the permit term, unless the PETF is dissolved.	
	Rationale The Public Education Task Force was created by the NCTCOG's Regional Stormwater Management Coordinating Council (RSWMCC) to fulfill its mission and goals to: ➢ Promote municipal stormwater public education in North Central Texas through the exchange of professional experience, and explore, develop and implement opportunities for mutual cooperation. ➢ Create a unified stormwater public education message for the region, while maintaining the uniqueness of individual municipal programs.	
YEAR	**MEASURABLE GOAL**	
1-5 **Sept-Oct**	• Document participation in the PETF.	

Burleson TEXAS	**PUBLIC NOTICE OF MEETINGS**	**PEI-14**
Responsible Party Environmental Services City Secretary	**Description** The City of Burleson will rely upon compliance with public notice requirements regarding public meetings at City council meetings to receive public input into the stormwater program development and implementation.	
	Rationale The City of Burleson City council meetings are subject to state and local public notice requirements, which meet TCEQ minimum requirements for public involvement / participation.	
YEAR	**MEASURABLE GOAL**	
1-5 **Sept-Oct**	• Verify that the City council meetings comply with public notice requirements and include that information in annual reports to the TCEQ.	

Burleson TEXAS	**PUBLISH NOTICE**	**PEI-15**
Responsible Party Environmental Services City Secretary	**Description** Publish notice of the executive director's preliminary determination on the NOI and SWMP after receiving written instructions from the TCEQ's Office of Chief Clerk. This notice must be published at least once in the newspaper of largest circulation in the county containing the largest resident population. This notice shall provide opportunity for the public to submit comments on the NOI and SWMP and shall allow the public to request a public meeting. A public meeting will be held if the TCEQ determines that there is significant public interest.	
	Rationale Part of the TXR040000 Municipal Separate Storm Sewer System (MS4) General Permit requirements (Part II. E. 12).	
YEAR	**MEASURABLE GOAL**	
1-5 **Sept-Oct**	• Publish notice of the executive director's preliminary determination in the Burleson Star within 30 days after being notified by the TCEQ Office of Chief Clerk, including information about public comment and public meeting request.	

Burleson TEXAS	**STORMWATER REPORTING TELEPHONE NUMBER**	**PEI-16**
Responsible Party Environmental Services Information Technology	**Description** Maintain a telephone number for the receipt and consideration of public comments or complaints regarding stormwater issues. Advertise the stormwater telephone number through various public education BMPs as appropriate.	
	Rationale Advertising a single telephone number for the reporting of stormwater related issues will make it easy for the public to make comments, submit complaints or easily find information about the SWMP.	
YEAR	**MEASURABLE GOAL**	
1 **Sept-Oct**	• Create Call log.	
2-5 **Sept-Oct**	• Maintain call list.	

Burleson TEXAS	Large Animal Owner List	PEI-17
Responsible Party Environmental Services Animal Control	**Description** Work with Animal Control to develop a list of residents in the City of Burleson who own large animals such as cows, and horses. This list will be used to send educational information about bacteria in the waterways.	
	Rationale Large animals and agriculture are one of the largest contributors to bacteria in local impaired waters. Although agriculture is exempt from stormwater regulations it will be effective to bring awareness, and education of the impairment local waterways, and the effects of bacteria on the ecosystem.	

YEAR	MEASURABLE GOAL
1 **October**	• Create list
2 **October**	• Update list as needed • Develop educational materials
3-5 **Sept-Oct**	• Update list as needed • Distribute and record educational materials

Burleson TEXAS	CLEANUPS	PEI-18
Responsible Party Environmental Services	**Description** Continue to work in conjunction with Keep Burleson Beautiful (KBB) to host litter cleanup events. The mission of Keep Burleson Beautiful is to educate and engage residents of the City of Burleson to take greater responsibility for enhancing their community environment. KBB works with the City of Burleson to host litter cleanup events as part of the Texas Waterway Cleanup program through Keep Texas Beautiful.	
	Rationale Cleanup events are an effective way to improve habitat, water quality, and aesthetics. To maintain water quality, cleanup efforts must be recurring. A cleanup allows concerned citizens to become directly involved in water pollution prevention. Through media coverage and publicity efforts, cleanups help educate members of the community about the importance of water quality. As a result, our waterways are cleaner, volunteers feel a sense of accomplishment, and the community is better informed.	
YEAR	**MEASURABLE GOAL**	
1-5 **Sept-Oct**	• Host a cleanup event at least once per year. • Document number of participants and estimated pounds of litter and debris removed.	

Burleson TEXAS	**ADOPT-A-SPOT**	**PEI-19**
Responsible Party Environmental Services Street Maintenance	**Description** Continue Burleson's Adopt-A-Spot program in order to reduce floatables into the stormwater conveyance system. The Burleson Adopt-A-Spot program empowers volunteer participants to keep their neighborhoods free of litter. Each participant / group adopts a ½ mile or longer section of street, park or waterway and agrees to remove litter from it for two (2) years.	
	Rationale Adopt-A-Spot programs are an excellent public outreach tool for municipalities to involve citizens of all ages and abilities. Participants in the program not only help to improve the aesthetics of community neighborhoods but they also help to improve the quality of local waterways.	
YEAR	**MEASURABLE GOAL**	
1-5 **Sept-Oct**	• Document program activities.	

2 – Illicit Discharge Detection and Elimination

State requirements:

a) Illicit Discharges

A section within the SWMP must be developed to establish a program to detect and eliminate illicit discharges to the MS4. The SWMP must include the manner and process to be used to effectively prohibit illicit discharges. To the extent allowable under state and local law, an ordinance or other regulatory mechanism must be utilized to prohibit and eliminate illicit discharges. Elements must include:

(1) Detection

The SWMP must list the techniques used for detecting illicit discharges; and

(2) Elimination

The SWMP must include appropriate actions and, to the extent allowable under State and local law, establish enforcement procedures for removing the source of an illicit discharge.

b) Allowable Non-Stormwater Discharges

Non-stormwater flows listed in Part II.C of the General Permit do not need to be considered by the MS4 operator as an illicit discharge requiring elimination unless the operator of the MS4 or the executive director identifies the flow as a significant source of pollutants to the MS4. In lieu of considering non-stormwater sources on a case-by-case basis, the MS4 operator may develop a list of common and incidental non-stormwater discharges that will not be addressed as illicit discharges requiring elimination. If developed, the listed sources must not be reasonably expected to be significant sources of pollutants either because of the nature of the discharge or the conditions that have been established by the MS4 operator prior to accepting the discharge to the MS4. All local controls and conditions established for these discharges must be described in the SWMP and any changes from the initial SWMP must be included in the annual report described in Part IV.B.2. of the General Permit.

c) Storm Sewer Map

(1) A map of the storm sewer system must be developed and must include the following:

i. The location of all outfalls;

ii. The names and locations of all waters of the U.S. that receive discharges from the outfalls; and

iii. Any additional information needed by the permittee to implement its SWMP.

(2) The SWMP must include the source of information used to develop the storm sewer map, including how the outfalls were verified and how the map will be regularly updated.

Federal requirements (40 CFR 122.34 (b) (3)):

Develop, implement, and enforce a program to detect and eliminate illicit discharges into your small MS4. Develop a storm sewer system map, showing the location of all outfalls and the names and locations of all water of the U.S. that receive discharges from those outfalls. To the extent allowable under state, tribal or local law, effectively prohibit, through ordinance, or other regulatory mechanism, non-stormwater discharges into your storm sewer system and implement appropriate enforcement procedures and actions. Develop and implement a plan to detect and address non-stormwater discharges including illegal dumping to your system. Inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste. Address categories listed in 122.34 (b) (3) (D) (iii) if you determine they are significant contributors of pollutants to MS4.

Burleson TEXAS	IDDE PROGRAM	ID-1
Responsible Party Environmental Services	**Description** Evaluate and maintain the current illicit discharge and detection program. Update Municipal Code as necessary to ensure adequate legal authority to prohibit illicit discharges; to assess and prioritize potential areas, pollutants, or behaviors of concern; to coordinate existing resources; to establish a mechanism to track activities; and to establish measurable goals.	
	Rationale Sources of illicit discharges in urban areas are numerous and seemingly ever-present. All urban municipalities can benefit from establishing a comprehensive program to address these non-stormwater discharges, including reporting hotlines and response procedures. Maintaining a strong municipal program with clear policies and procedures will ensure that individual incidents are addressed consistently. It will also help establish evidence in cases where discharges result from criminal negligence.	

YEAR	MEASURABLE GOAL
1 **October**	• Evaluate effectiveness.
2 **October**	• Modify IDDE program goals and implementation strategies if necessary.
3-5 **Sept-Oct**	• Implement IDDE program changes. • Document revisions.

Burleson TEXAS	ILLICIT DISCHARGE ORDINANCE	ID-2
Responsible Party Environmental Services	**Description** Utilize Burleson Code of Ordinances, Chapter 82, Section IV, "Stormwater Pollution Control," to prohibit and eliminate illicit discharges. Revise Code of Ordinances as needed to meet the requirements of TPDES General Permit No. TXR040000. An essential element of the ordinance is the granting of authority to inspect properties in the City that are suspected of releasing contaminated discharges of pollutants or bacteria into the stormwater conveyance system. The ordinance also provides for the establishment of enforcement actions for noncompliance.	
	Rationale TPDES General Permit No. TXR040000, Part III (A)(3), requires that an ordinance or other regulatory mechanism be utilized to prohibit and eliminate illicit discharges.	

YEAR	MEASURABLE GOAL
1-5 **Sept-Oct**	• Record applicable ordinances. • Document review and revisions.

Burleson TEXAS	**ILLICIT DISCHARGE PLAN REVIEW**	**ID-3**
Responsible Party Engineering	**Description** Continue Burleson's existing program of reviewing site development plans for the detection and elimination of illicit connections to the stormwater conveyance system.	
	Rationale The enforcement of construction codes are accomplished through plan review, permit issuance and construction inspection. Plan review can help to detect and eliminate illicit connections, which may discharge pollutants or bacteria into the MS4, before they are implemented in the field.	
YEAR	**MEASURABLE GOAL**	
1-5 **Sept-Oct**	• Document number of plans reviewed.	

Burleson TEXAS	**ILLICIT DISCHARGE INVESTIGATIONS**	**ID-4**
Responsible Party Environmental Services Water and Wastewater Utilities	**Description** The City of Burleson will continue to identify and eliminate the source of illicit discharges. Dye testing, smoke testing and/or video inspection of the sanitary sewer system may be utilized, in addition to visual observation by city personnel or in response to citizen reports, to determine the source of any discharge. Once identified, the City will attempt to eliminate the illicit discharge using enforcement authority granted by local ordinances.	
	Rationale An illicit discharge is any discharge to a municipal separate storm sewer that is not entirely composed of stormwater, except discharges pursuant to the general permit or a separate authorization and discharges resulting from emergency fire fighting activities. TPDES General Permit No. TXR040000, Part III (B)(2), requires illicit discharges be effectively detected and eliminated.	
YEAR	**MEASURABLE GOAL**	
1-5 **Sept-Oct**	• Document number of illicit discharge investigations conducted.	

Burleson TEXAS	SANITARY SEWER OVERFLOW (SSO)	ID-5
Responsible Party Water and Wastewater Utilities	**Description** Continue inspection and maintenance of the sanitary sewer system in an attempt to reduce sanitary sewer overflows and reduce the introduction of bacteria into the MS4.	
	Rationale Sanitary sewer overflows (SSO) are releases of raw sewage from a separate sanitary sewer system before it has reached a treatment facility. Raw sewage contains bacteria and nutrients that endanger both human health and the environment. This is vital in protecting impaired water bodies that are fed by Burleson tributaries. It is important to detect and eliminate SSO because the sanitary sewer collection systems represent a significant investment. Therefore, they require not only programs to identify and eliminate overflows, but programs for preventative maintenance.	

YEAR	MEASURABLE GOAL
1-5 **Sept-Oct**	• Document inspection and maintenance of the sanitary sewer system.

Burleson TEXAS	**SEPTIC SYSTEMS**	**ID-6**
Responsible Party Environmental Services	**Description** Continue Burleson's on-site sewage facility (OSSF) program in order to help prevent septic system failure. The City of Burleson is an authorized agent and is responsible for enforcing minimum standards for the design, construction, installation, and operation of OSSFs.	
	Rationale Septic systems treat household wastes in areas without access to public sewers or where a sewer system is not feasible. A failing septic system discharges effluent with pollutant concentrations exceeding established water quality standards. Therefore, it is important to implement and enforce rules that govern septic system design, construction, installation, and operation to reduce septic releases into the MS4. This will help reduce the waterways exposure to bacteria.	
YEAR	**MEASURABLE GOAL**	
1-5 **Sept-Oct**	• Document the number of applications received, the number of complaint activities and/or reported violations, and the number and types of enforcement actions taken.	

Burleson TEXAS	**HOUSEHOLD HAZARDOUS WASTE**	**ID-7**
Responsible Party Environmental Services	**Description** Continue Burleson's household hazardous waste (HHW) collection program. HHW collection events are generally held twice a year in the City of Burleson. Residents, who do not want to wait until the next collection event, can take their household hazardous wastes to the Environmental Collection Center (ECC) in Fort Worth. HHW collection is made possible through the City's contract with the City of Fort Worth Environmental Management Division, which owns and operates the Crud Cruiser and the Environmental Collection Center.	
	Rationale Residential hazardous materials that can no longer be used become household hazardous waste (HHW). Hazardous materials are found in almost every home. HHW includes hazardous materials such as household cleaners, paints, paint thinners, motor oils, gasoline, and pesticides. HHW and other hazardous materials that are not handled properly at home can be dangerous, especially to young children and pets. In addition, when HHW is not disposed of properly, it can be dangerous for people and the environment. A household hazardous waste collection program provides residents with a responsible way to dispose of their hazardous materials and help to deter illegal dumping.	
YEAR	**MEASURABLE GOAL**	
1-5 **May/November**	• Document the number of households that utilize the household hazardous waste collection program each year. • Document the amount of waste collected.	

Burleson TEXAS	**ILLEGAL DUMPING**	**ID-8**
Responsible Party Environmental Services Code Compliance Police Department	**Description** Continue to utilize and enforce local and state law regarding illegal dumping activities. In the City of Burleson, illegal dumping regulations are enforced by environmental services, code compliance, and/or police department personnel.	
	Rationale Illegal dumps and waste dumped illegally down storm drains can impair water quality. Runoff from dumpsites contains chemicals that can contaminate wells and surface water used as sources of drinking water. Substances disposed of directly into storm drains can also lead to water quality impairment. Therefore, it is important to attempt to reduce illegal dumping activities through enforcement of local and state law.	
YEAR	**MEASURABLE GOAL**	
1-5 **Sept-Oct**	• Document the number of investigations conducted each year relating to illegal dump sites and waste dumped illegally down storm drains.	

Burleson TEXAS	**STORM SEWER MAP**	**ID-9**
Responsible Party GIS Mapping	**Description** Continue to develop the City's storm sewer map in accordance with TPDES General Permit No. TXR040000, Part III (B) (2) (a).	
	Rationale TPDES General Permit No. TXR040000, Part III (B) (2) (a) requires that a map of the storm sewer system be developed. The map must include the location of all outfalls; the names and location of all waters of the U.S. that receive discharges from outfalls; and any additional information needed to implement the stormwater management program.	
YEAR	**MEASURABLE GOAL**	
1-5 **Sept-Oct**	• Document updates to the City's storm sewer system map.	

3 – Construction Site Stormwater Runoff Control

State requirements:

The MS4 operator, to the extent allowable under State and local law, must develop, implement, and enforce a program to reduce pollutants in any stormwater runoff to the small MS4 from construction activities that result in a land disturbance of greater than or equal to one acre or if that construction activity is part of a larger common plan of development or sale that would disturb one acre or more of land. The MS4 operator is not required to develop, implement, and/or enforce a program to reduce pollutant discharges from sites where the construction site operator has obtained a waiver from permit requirements under NPDES or TPDES construction permitting requirements based on a low potential for erosion.

a) The program must include the development and implementation of, at a minimum, an ordinance or other regulatory mechanism to require erosion and sediment controls, as well as sanctions to ensure compliance, to the extent allowable under State and local law.

b) Requirements for construction site contractors to, at a minimum:

    1) Implement appropriate erosion and sediment control BMPs; and

    2) Control waste such as discarded building materials, concrete truck washout water, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality.

c) The MS4 operator must develop procedures for:

    1) Site plan review which incorporate consideration of potential water quality impacts;

    2) Receipt and consideration of information submitted by the public; and

    3) Site inspection and enforcement of control measures to the extent allowable under State and local law.

Federal requirements (40 CFR 122.34 (b) (4)):

Develop, implement, and enforce a program to reduce pollutants in stormwater runoff to the MS4 from construction activities that result in land disturbances of greater than or equal to once acre or if that construction activity is part of a larger common plan of development or sale that would disturb one acre or more. The program must include development and implementation of, at a minimum: an ordinance or other regulatory mechanism requiring the implementation of proper erosion and sediment controls, as well as sanctions to ensure compliance, to the extent allowable under state or local law; requirements for construction site operators to implement appropriate erosion and sediment best management practices; requirements for construction site operators to control waste such as discarded building materials, concrete truck washout, chemicals, fuels, litter, and sanitary waste at the construction site that may cause adverse impacts

of potential water quality impacts; procedures for site plan review which incorporate consideration of potential water quality impacts; procedures for receipt and considerations of information submitted by the public; and procedures for site inspection and enforcement of control measures.

Burleson TEXAS	**EROSION AND SEDIMENT CONTROL ORDINANCE**	**C-1**
Responsible Party Engineering	**Description** Utilize existing ordinances and/or other regulatory mechanisms to enforce stormwater pollution prevention regulations during construction, including requiring construction site contractors to implement erosion and sediment control BMPs and to control waste at the construction site. Revise ordinances as needed and/or adopt new ordinances as necessary to enforce the requirements of TPDES General Permit No. TXR040000.	
	Rationale Erosion and sedimentation from construction sites can lead to reduced water quality and other environmental problems. Phase II municipalities must implement a stormwater management program that includes a component for controlling erosion and sediment on construction sites disturbing at least one acre including those that are part of a larger common plan of development. Municipalities must establish the appropriate legal authority do accomplish this.	
YEAR	**MEASURABLE GOAL**	
1-5 **Sept-Oct**	• Record applicable ordinances. • Document review and revisions (if any) of ordinances.	

Burleson TEXAS	**CONSTRUCTION PLAN REVIEW**	**C-2**
Responsible Party Engineering	**Description** Continue Burleson's existing program of reviewing site development plans for water quality considerations, including sediment and erosion control for construction sites. Continue to require a copy of the Construction Site Notice or Notice of Intent for construction sites regulated under the TPDES Construction General Permit.	
	Rationale The purpose of construction site runoff control is to reduce pollutants in stormwater runoff from construction activities. The Phase II Final Rule requires the operator of a regulated municipality to "have procedures for site plan review of construction plans that consider potential water quality impacts." The site plan required by Phase II must address erosion and sediment controls as well as controls for "other waste" at the site.	
YEAR	**MEASURABLE GOAL**	
1-5 **Sept-Oct**	• Document number of plans reviewed. • Document number of Construction Site Notices and Notice of Intents received.	

Burleson TEXAS	GRADING OPERATIONS	C-3
Responsible Party Engineering	**Description** Continue to review plans and issue permits for early land grading operations.	
	Rationale Land grading involves reshaping the ground surface to planned grades as determined by an engineering survey, evaluation, and layout. Land grading provides more suitable topography for buildings, facilities, and other land uses and helps to control surface runoff, soil erosion, and sedimentation during and after construction. Improper grading practices can disrupt natural stormwater patterns which could lead to poor drainage, high-runoff velocities, and increased peak flows during storm events.	

YEAR	MEASURABLE GOAL
1-5 **Sept-Oct**	• Document number of plans reviewed. • Document number of permits issued.

Burleson TEXAS	**CONSTRUCTION SITE INSPECTION AND ENFORCEMENT**	**C-4**
Responsible Party Engineering Environmental Services	**Description** Review construction site erosion control and stormwater pollution prevention inspection procedures. Revise procedures as necessary to meet the requirements of TPDES General Permit No. TXR040000. Conduct construction site inspections for compliance with stormwater regulations and City code. Enforce as necessary.	
	Rationale Construction sites lacking adequate stormwater controls can contribute significant amounts of sediment to streams and lakes. To reduce the water quality impacts of active construction sites, NPDES regulations require that many construction projects install and maintain appropriate erosion and sediment control, stormwater management, and housekeeping BMPs. In addition, the NPDES regulations require many municipalities to implement programs to control runoff from construction sites. These regulations include reviewing construction plans, conducting site inspections, and enforcing control measures necessary to minimize water quality impacts.	

YEAR	MEASURABLE GOAL
1 **October**	• Document review and revisions to construction site inspection procedures.
2-5 **Sept-Oct**	• Document number of inspections and enforcements.

Burleson TEXAS	**CITY INSPECTOR TRAINING**	**C-5**
Responsible Party Engineering	**Description** Provide municipal construction site erosion control inspectors with regular training. All City construction site erosion control inspectors will be trained at a minimum of once every three (3) years. New City construction site erosion control inspectors will be trained within twelve (12) months of their start date.	
	Rationale The construction inspector's primary role is to ensure that all relevant precautions are taken to prevent pollutants and sediment in stormwater from impacting local waterways. An inspector must also determine the adequacy of stormwater quality control measures. Therefore, municipal stormwater staff conducting inspections should receive training on regulatory requirements, BMPs, inspections, and enforcement.	

YEAR	MEASURABLE GOAL
1 – 2 October	• Review curriculum modify as needed
3-4 October	• Integrate into comprehensive education program
5 Sept-Oct	• Document inspector training.

Burleson TEXAS	DESIGN MANUAL	C-6
Responsible Party Engineering	**Description** Utilize the City's design standards manual to control waste and govern the design and installation of BMPs used during construction activities that result in a land disturbance of greater than or equal to one acre or that are part of a larger common plan of development or sale that would disturb one acre or more of land. Revise the manual as necessary to enforce the requirements of TPDES General Permit No. TXR040000. The City's design standards manual establishes appropriate minimum standards for the design and construction of public improvements.	
	Rationale Development can alter landscapes by increasing imperviousness (i.e. roofs, driveways, parking lots) and changing drainage patterns, thereby increasing the volume and velocity of runoff from the site. Increased volume leads to degradation of receiving waters and increases in the occurrence of flooding. Stormwater from developed impervious areas can also contain a variety of pollutants that are detrimental to water quality, such as sediment, nutrients, road salts, heavy metals, pathogenic bacteria, and petroleum hydrocarbons. Considering water quality impacts early in the design process can provide long-term water quality benefits.	
YEAR	**MEASURABLE GOAL**	
1-5 **Sept-Oct**	• Document review and revisions (if any) to design standards manual.	

Burleson TEXAS	**RECEIPT AND CONSIDERATION OF INFORMATION SUBMITTED BY THE PUBLIC**	**C-7**
Responsible Party Environmental Services Information Technology	**Description** Utilize BMPs Stormwater Reporting Telephone Number (PEI-16) and IDDE Program (ID-1) to fulfill the requirements set forth by the construction site stormwater runoff control MCM relating to the receipt and consideration of information submitted by the public.	
	Rationale TPDES General Permit No. TXR040000 requires the MS4 operator to develop procedures for the receipt and consideration of information submitted by the public regarding construction site stormwater runoff control.	
YEAR	**MEASURABLE GOAL**	
1-5 **Sept-Oct**	• Verify implementation of BMPs PI-3 and ID-1.	

4 – Post-Construction Stormwater Management in New Development and Redevelopment

State requirements:

To the extent allowable under State and local law, the MS4 operator must develop, implement, and enforce a program to address stormwater runoff from new development and redevelopment projects that disturb greater than or equal to one acre of land, including projects less than one acre that are part of a larger common plan of development or sale that will result in disturbance of one or more acres, that discharge into the MS4. The program must ensure that controls are in place that would prevent or minimize water quality impacts. The permittee shall:

a) Develop and implement strategies which include a combination of structural and/or non-structural BMPs appropriate for the community;

b) Use an ordinance or other regulatory mechanism to address post-construction runoff from new development and redevelopment projects to the extent allowable under State and local law; and

c) Ensure adequate long-term operation and maintenance of BMPs.

Federal requirements (40 CFR 122.34 (b) (5)):

Develop, implement, and enforce a program to develop implement, and enforce a program to address stormwater runoff from new development and redevelopment projects that disturb greater or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale that will result in disturbance of one acre or more acres, that discharge into the MS4 ensuring that controls are in place that would prevent or minimize water quality impacts; develop and implement strategies which include a combination of structural and/or non-structural best management practices (BMPs) appropriate for our community; use an ordinance or other regulatory mechanism to address post-construction runoff from new development and redevelopment projects to the extent allowable under state or local law; and ensure adequate long-term operation and maintenance of BMPs.

Burleson TEXAS	**POST-CONSTRUCTION ORDINANCE**	**PC-1**
Responsible Party Engineering Environmental Services	**Description** Utilize existing ordinances and/or other regulatory mechanisms to enforce requirements regarding post-construction runoff from new development and redevelopment projects disturbing at least one acre including those that are part of a larger common plan of development. Revise ordinances as needed and/or adopt new ordinances as necessary to enforce, and maintain records according to the requirements of TPDES General Permit No. TXR040000.	
	Rationale A vital step in controlling the harmful effects of development on urban water-quality is managing post-construction stormwater runoff. Land development creates roads, sidewalks, parking lots, rooftops and other impervious surfaces that can have detrimental effects on aquatic systems. Impervious cover has been linked with stream warming and the loss of aquatic biodiversity in urban areas. Stormwater runoff from impervious areas can contain sediment, nutrients, road salts, heavy metals, bacteria, petroleum hydrocarbons, and other pollutants detrimental to water quality. The goal of a stormwater management ordinance for post-construction runoff is to limit surface runoff volumes and reduce water runoff pollutant loadings.	
YEAR	**MEASURABLE GOAL**	
1-5 **Sept-Oct**	• Record applicable ordinances. • Document review and revisions (if any) of ordinances.	

Burleson TEXAS	**POST-CONSTRUCTION PLAN REVIEW**	**PC-2**
Responsible Party Engineering	**Description** Continue Burleson's existing program of reviewing site development plans for water quality considerations, including post-construction runoff from new development and redevelopment projects disturbing at least one acre including those that are part of a larger common plan of development. Burleson will ensure that long term operation and maintenance of control measures are addressed and documents maintained.	
	Rationale Development can alter landscapes by increasing imperviousness (i.e. roofs, driveways, parking lots) and changing drainage patterns, thereby increasing the volume and velocity of runoff from the site. Increased volume leads to degradation of receiving waters and increases in the occurrence of flooding. Stormwater from developed impervious areas can also contain a variety of pollutants that are detrimental to water quality, such as sediment, nutrients, road salts, heavy metals, pathogenic bacteria, and petroleum hydrocarbons. Considering water quality impacts early in the design process can provide long-term water quality benefits.	
YEAR	**MEASURABLE GOAL**	
1-5 **Sept-Oct**	• Document number of plans reviewed.	

Burleson TEXAS	DESIGN MANUAL	PC-3
Responsible Party Engineering	**Description** Utilize the City's design standards manual to govern the design and installation of permanent BMPs used to control stormwater runoff from new development and redevelopment projects that disturb greater than or equal to one acre or that is part of a larger common plan of development or sale that would disturb one acre or more of land. Revise the manual as necessary to enforce the requirements of TPDES General Permit No. TXR040000. The City's design standards manual establishes appropriate minimum standards for the design and construction of public improvements.	
	Rationale Development can alter landscapes by increasing imperviousness (i.e. roofs, driveways, parking lots) and changing drainage patterns, thereby increasing the volume and velocity of runoff from the site. Increased volume leads to degradation of receiving waters and increases in the occurrence of flooding. Stormwater from developed impervious areas can also contain a variety of pollutants that are detrimental to water quality, such as sediment, nutrients, road salts, heavy metals, pathogenic bacteria, and petroleum hydrocarbons. Considering water quality impacts early in the design process can provide long-term water quality benefits.	
YEAR	**MEASURABLE GOAL**	
1-5 **Sept-Oct**	• Document review and revisions (if any) to design standards manual.	

5 – Pollution Prevention / Good Housekeeping for Municipal Operations

State requirements:

A section within the SWMP must be developed to establish an operation and maintenance program, including an employee training component that has the ultimate goal of preventing or reducing pollutant runoff from municipal operations.

(b) Good Housekeeping and Best Management Practices (BMPs)

Housekeeping measures and BMPs (which may include new or existing structural and non-structural controls) must be identified and either continued or implemented with the goal of preventing or reducing pollutant runoff from municipal operations. Examples of municipal operations and municipally owned areas include, but are not limited to:

1) Park and open space maintenance;
2) Street, road, or highway maintenance;
3) Fleet and building maintenance;
4) Stormwater system maintenance;
5) New construction and land disturbances;
6) Municipal parking lots;
7) Vehicle and equipment maintenance and storage yards;
8) Waste transfer stations; and
9) Salt / sand storage locations.

(c) Training

A training program must be developed for all employees responsible for municipal operations subject to the pollution prevention / good housekeeping program. The training program must include training materials directed at preventing and reducing stormwater pollution from municipal operations. Materials may be developed, or obtained from the EPA, states, or other organizations and sources. Examples or descriptions of training materials being used must be included in the SWMP.

(d) Structural Control Maintenance

If BMPs include structural controls, maintenance of the controls must be performed at a frequency determined by the MS4 operator and consistent with maintaining the effectiveness of the BMP. The SWMP must list all of the following:

1) Maintenance activities;
2) Maintenance schedules;
3) Long-term inspection procedures for controls used to reduce floatables and other pollutants.

(e) Disposal of Waste

Waste removed from the MS4 and waste that is collected as a result of maintenance of stormwater structural controls must be properly disposed. A section within the SWMP must be developed to include procedures for the proper disposal of waste, including:

1) Dredge spoil;
2) Accumulated sediments; and
3) Floatables

(f) Municipal Operations and Industrial Activities

The SWMP must include a list of all:

1) Municipal operations that are subject to the operation, maintenance, or training program developed under the conditions of this section; and
2) Municipally owned or operated industrial activities that are subject to TPDES stormwater regulations.

Federal requirements (40 CFR 122.34 (b) (6)):

Develop and implement an operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations.

Burleson TEXAS	**LANDSCAPE MANAGEMENT**	**GH-1**
Responsible Party Environmental Services Parks and Recreation Facilities Maintenance Golf Course	**Description** Develop a landscape management plan to meet the requirements of stormwater regulations and local ordinances.	
	Rationale Lawn and garden activities can contaminate stormwater with pesticide, soil, and fertilizer runoff. Proper landscape management, however, can effectively reduce water use and contaminant runoff, and enhance the aesthetics of a property.	

YEAR	MEASURABLE GOAL
1-5 **Sept-Oct**	• Maintain and modify as needed.

Burleson TEXAS	STREET SWEEPING	GH-2
Responsible Party Street Maintenance	**Description** The street maintenance division will continue to conduct municipal street sweeping activities.	
	Rationale Streets, roads, highways and parking lots accumulate significant amounts of pollutants that contribute to stormwater pollutant runoff to surface waters. Pollutants, including sediment, debris, trash, road salt, and trace metals can be minimized by street sweeping. Street sweeping can also improve the aesthetics of municipal roadways, control dust and decrease the accumulation of pollutants in catch basins. An effective municipal street sweeping program can meet regulatory requirements, assess street sweeping effectiveness, and minimize pollutants in roadways.	
YEAR	**MEASURABLE GOAL**	
1-5 **Sept-Oct**	• Document miles of roadway cleaned.	

Burleson TEXAS	ROAD SAND STORAGE AND APPLICATION	GH-3
Responsible Party Street Maintenance	**Description** The street maintenance division applies sand to roads to reduce the affects of ice during winter storm events. Sand increases traction on the road, making travel safer. The street maintenance division will review existing road sand storage and application procedures and implement structural and non-structural controls as needed to meet the requirements of TPDES General Permit No. TXR040000.	
	Rationale Many of the problems associated with contamination of local waterways stem from the improper storage of deicing materials. Therefore, municipalities must ensure proper storage and application for equipment and materials.	

YEAR	MEASURABLE GOAL
1	• None.
2-3 October	• Develop a written plan to implement changes to road sand storage and application procedures, including structural and non-structural controls.
4-5 October	• Implement changes to road sand storage and application procedures, including structural and non-structural controls, if any are necessary.

Burleson TEXAS	**STORM SEWER CLEANING**	**GH-4**
Responsible Party Street Maintenance	**Description** The drainage maintenance division is responsible for maintaining the stormwater conveyance system. Their maintenance activities include cleaning storm drain inlets, discharge points, pipes, grates and catch basins. The drainage maintenance division will continue to clean the stormwater conveyance system to reduce floatables and other pollutants as needed in response to complaints or reported problems. In addition, a system will be developed to track cleaning activities.	
	Rationale Clogged drains and storm drain inlets can cause the drains to overflow, leading to increased erosion and flooding. Cleaning increases dissolved oxygen, reduces levels of bacteria, and supports in-stream habitat. TPDES General Permit No. TXR040000 requires long-term inspection procedures for controls used to reduce floatables and other pollutants.	
YEAR	**MEASURABLE GOAL**	
1-5 **Sept-Oct**	• Document storm sewer cleaning activities.	

Burleson TEXAS	**EQUIPMENT/FACILITIES MAINTENANCE**	**GH-5**
Responsible Party Equipment Services Environmental Services	**Description** The equipment services division is responsible for the repair and maintenance of the City fleet, including a comprehensive preventive maintenance program to protect the City's investment in machinery and equipment. Current operations and infrastructure will be reviewed and changes will be made as necessary to ensure compliance with stormwater regulations.	
	Rationale Common activities at municipal maintenance shops include parts cleaning, vehicle fluid replacement, and equipment replacement and repair. Automotive maintenance facilities are considered to be stormwater "hot spots." Hotspots are areas that generate significant loads of hydrocarbons, trace metals, and other pollutants that can affect the quality of stormwater. For this reason, automotive maintenance facilities' discharges to storm and sanitary sewer systems are highly regulated.	

YEAR	MEASURABLE GOAL
1	• None.
2-3 October	• Perform an assessment of existing equipment service operations and infrastructure. • Create SOP's and Stormwater Pollution Prevention plan for Facilities. • Develop a management and implementation plan for structural and/or non-structural controls (if necessary).
4-5 Sept-Oct	• Implement the plan.

Burleson TEXAS	EMPLOYEE TRAINING	GH-6
Responsible Party Environmental Services City Managers Office	**Description** Develop an online program to educate City employees whose work functions could impact stormwater runoff. The program will include general information about stormwater-related issues as well as specific information on the City's stormwater management program, with an emphasis on illicit discharge detection and elimination and good housekeeping.	
	Rationale Municipal employee training programs should be designed to teach staff about potential sources of stormwater contamination and ways to minimize the water quality impact of municipal activities. This will increase the likelihood that receiving waters and the storm drain system will be protected from inadvertent discharges and spills. Very often, municipal staff members are residents as well, and improving municipal employees' awareness may reduce residential impacts and increase reporting of illicit discharges, dumping, and spills. Also, because municipalities expect residents and business owners to practice pollution prevention and good housekeeping, municipal employees should set an example for the rest of the community to follow.	
YEAR	**MEASURABLE GOAL**	
1-2 October	• Develop Curriculum	
3 October	• Create online course • Develop Records Maintenance	
4-5 Sept-Oct	• Implement comprehensive education program • Maintain Records	

Burleson TEXAS	MATERIAL MANAGEMENT	GH-7
Responsible Party Environmental Services	**Description** Maintain the material management program, including inventory controls, good housekeeping practices and spill prevention and response/disposal procedures.	
	Rationale Responsible management of common chemicals, such as fertilizers, solvents, paints, cleaners, and automotive products can significantly reduce polluted runoff. Proper management reduces the likelihood of accidental spills and ensures proper cleanup and disposal of wastes should a spill occur thereby reducing the likelihood that these materials would end up in stormwater runoff. In addition, health and safety conditions at the facility will improve.	

YEAR	MEASURABLE GOAL
1-5 **Sept-Oct**	• Review and modify as needed.

Burleson TEXAS	**BACTERIAL CONTRIBUTION**	**GH-8**

Responsible Party	**Description**
Environmental Services	Determine the extent to which the City of Burleson MS4 contributes bacteria (the pollutant of concern for Village Creek) into local impaired water bodies. If it is determined that the City of Burleson MS4 is contributing Pollutants of concern at levels of concern Burleson will develop BMP's to address concerns and file a NOC with TCEQ.
	Rationale The Stormwater permit requires that the City of Burleson evaluate if it contributes POC's into impaired water bodies at levels of concern. Focused BMP's to address these findings will aid in decreasing bacteria into Village Creek.

YEAR	**MEASURABLE GOAL**
1 **2** **3** **4-5** **Sept-Oct**	• Determine if bacterial contribution to impaired water bodies are occurring at a level of concern. • If contribution at a level of concern exists develop focused BMP's to address the issue. • Submit NOC to TCEQ • Monitor and maintain BMP's

ADDITIONAL GOOD HOUSEKEEPING ACTIVITY

Training

Detailed training programs and materials for City personnel have not yet been developed. Development of the employee good-housekeeping training program is listed as a BMP to develop during the first and second year of the permit.

Structural Control Maintenance

No structural controls have been identified under the current SWMP. However, additional structural controls may be identified during the permit term through the implementation of BMP GH-3 “Road Salt/Sand Storage and Application” and BMP GH-5, “Equipment Services.” Maintenance activities, schedules, and inspection procedures will be identified and incorporated into the SWMP at that time as appropriate.

Waste Disposal

Dredge spoil, accumulated sediment and floatables collected through the implementation of the storm sewer cleaning activities (BMP GH-4), street sweeping activities (BMP GH-2) and other routine City operations will be properly disposed of. Disposal of such materials will be tracked in conjunction with tracking efforts for the implementation of the individual BMP’s.

Municipal Operations and Industrial Activity

The municipal operations that are subject to the operation, maintenance, or training program developed under the conditions of good-housekeeping / pollution prevention MCM include:

- Park and open space maintenance
- Street, road, or highway maintenance;
- Fleet and building maintenance;
- Stormwater system maintenance;
- New construction and land disturbances;
- Municipal parking lots;
- Vehicle and equipment maintenance and storage yards;
- Waste transfer stations; and
- Salt / sand storage locations.
- Ensuring that contractors hired by the city comply with operating procedures.

6 – Industrial Stormwater Sources

Implementation of this MCM is only required of level 4 small MS4s. Burleson is a level 2 small MS4 and this MCM is not currently required.

MEASURABLE GOAL EVALUATION PROCESS

Implementation of each BMP will be tracked as appropriate during each permit year in order to provide documentation of the BMP activities. The measurable goals for each BMP will be evaluated on an annual basis.

Multiple City departments will be responsible for implementing, tracking, and evaluating the various BMPs.

PARTICIPATING ENTITIES

The City of Burleson is a member of the North Central Texas Council of Governments (NCTCOG) Regional Stormwater Management Program. Some BMPs may utilize programs developed by the NCTCOG to help meet the requirements of the General Permit.

Implementation of ID-6, Septic Systems, relies upon a contract between the City of Burleson and Tarrant County Public Health Department (TCPH).

Implementation of ID-7, Household Hazardous Waste, relies upon an inter-local agreement between the City of Burleson and the City of Fort Worth's Environmental Collection Center to provide residential household hazardous waste disposal.

Attachment A

STORMWATER POLLUTION PREVENTION TEAM

The following members of the Stormwater Pollution Prevention Team will ensure that the Stormwater Management Program is followed to the maximum extent practicable and will submit information for the annual report in a timely manner to ensure submittal deadlines are met.

David Lenartowicz……Environmental Specialist/Neighborhood Services

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Signature

Lisa Duello…….Director/Neighborhood Services

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Signature

Ike Vera……..Parks Manager/Parks

_____

Signature

Sally Ellertson……...Public Information Officer/Communications

_____

Signature

Michelle McCullough……..Civil Engineer/Engineering

_____

Signature

Darin Parle……Solid Waste Manager/Public Works

_____

Signature

Rey Gonzales…….Assistant Director/Public Works

Signature

Christopher Havens…….. Commander of Operations/Police

Signature

Dylan Whitehead…….Building Official/Building Permits

Signature

Troy Myers…….GIS Administrator/Information Technology

Signature